

Fall 11-20-1996

Senate Meeting, November 20, 1996

Academic Senate
Illinois State University

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ACADEMIC SENATE MINUTES

November 20, 1996

Volume XXVIII, No. 7

Call to Order

The meeting was called to order at 7:02 p.m. by Chair Jan Cook in the Bowling and Billiards Center. Before the roll call, she introduced the new Senator, Pamela Blum, College of Fine Arts, replacing Senator Marilyn Newby.

Roll Call

Secretary Paul Borg called the roll and declared a quorum.

Approval of Minutes

Motion to approve minutes of November 6, 1996, by Senator Amstadt (seconded by Layman.) Carried unanimously on a voice vote with no abstentions.

Chairperson's Remarks

Chair Jan Cook, said that the new room number of the Academic Senate Office has still not been decided.

I received in the mail today a communications from the Provost directed to the Academic Senate and to the various Deans. "According to section XA-5 of the ASPT Document, 'the Provost will make known by the end of the fall semester, the specific amounts of the promotional adjustments to be awarded during the next fiscal year.' This is to inform you that promotional adjustments will remain at their current level for the next fiscal year. Faculty members promoted to a an Associate Professor will receive an adjustment of \$1500 to their base annual salary, and those promoted to Professor will receive an adjustment of \$2,200." This is now formally communicated as required.

I spoke to Dean Dillingham today, on the subject of the Pilot Implementation of General Education. We talked about the schedule of activities for the current semester and the next semester. He stated that the committee hopes to have the basic proposal in writing the week of December 1 for distribution throughout the University. If further details are available, they will be distributed in January. The committee's proposal is that there will be a University wide forum, an informational session about the proposal, when we return in January. After that session there will be, conducted by the Senate on behalf of the Senate, a faculty referendum that will state, "You have seen the proposal, do you approve?" The proposal should be an information item at the first Senate meeting in February. Because of the complexity, I am planning on two information sessions at the February meetings, with action at the first meeting in March. The forum will be conducted by PIC. I recommend that proposed amendments be submitted in writing through the Academic Affairs Committee, before bringing to the Senate. An amendment will not be voted on at the same meeting at which it first appears. This is an issue that concerns everyone involved in the undergraduate program, and everyone should be able to know what will be voted on.

Vice Chairperson's Remarks

Vice Chairman Joe Jannazzo said at the Student Government Meeting he asked the GSAG Representative to get some graduate student names sent to the Senate Office in order to fill the vacant graduate student positions on the Senate.

I am also working with Mike Schermer from the office of Student Life to get the names of the undergraduate students, who were next on the list of last years student elections, to fill the undergraduate student positions on the Senate.

In the next few weeks I will be preparing an advertisement in the Vidette to get students for External Committees.

Student Government Association President's Remarks

Senator Saulter said that SGA assembly decided to change the joint committee proposal to centralize Recreation services, and the assembly decided to keep the Recreation Services Program as is. I recommended the joint committee's recommendation to Vice President Gurowitx. He will make the same recommendation to the President.

Also, the Student Government Association will be conducting activities for AIDS Awareness Week, December 2-6. SGA will approve AIDS Awareness Service to raise money for AIDS Research.

Administrator's Remarks

President Strand stated that he would comment on 3 topics covered last week when the Board of Higher Education met:

1. Discussion focused on the **Priorities, Quality and Productivity Exercise** that is ongoing at each Public University campuses. Comments were made that some institutions still need to "get on board" with regard to being more serious in their efforts with respect to the priorities, quality and productivity exercise.
 - Some institutions need to be more serious in their efforts with reallocation of funds from lower to higher priorities. Included would be program elimination recommendations coming from the campus to the Board of Higher Education.
 - Dollars need to be reallocated in such a way to address the highest priorities of the institution and the salary equity exercise in which we are engaging, would qualify.
 - Also discussion took place about the faculty roles in responsibility activities that are to be ongoing at each of the campuses, and hope there would be some additional movement in that regard. The effort under way on this campus to examine the ASPT system would fall into that category, assuming there are some changes forthcoming with respect to the manner in which the appointment salary promotion and tenure processes are handled on campus.
 - The IBHE higher priorities for the next year include:
 - a). *articulation* - between 2 and 4 year schools, primarily community colleges and public universities.
 - b). *affordability* - being sensitive to the cost of education.
 - c). *time to degree* - the examination on campuses of why some students take so

long to complete a degree.

There was a statement made that the Board of Higher Education would be recommending funds to reward positive responses from the institution to these initiatives. Special recognition will occur at institutions which are responsive to these initiatives. We should not in anyway diminish the importance of the Priorities, Quality and Productivity exercise on this campus.

2. **FY98 Budget Process.** Public Universities are at a point where the Board of Higher Education staff and the Board itself have received recommendations from all the agencies and institutions. BHE staff are now reviewing those requests and will be making a recommendation back to the members of the Board of Higher Education at the January meeting. The Governor has accepted the recommendation of the Board of Higher Education for the past three years, and that recommendation has been adopted by the General Assembly. This fortunate Circumstance may be challenged htis year.
3. **State University Retirement System.** The Executive Director was present to discuss some proposed changes in the State University Retirement System which are being recommended to the Board of the State University Retirement System in December. If endorsed by the Board of the State University Retirement System, there has to be some acceptance of the recommendations and some corollary types of recommendations from other state retirement systems as they go to the Pensions Laws Commission. You will probably hear more about recommendations for improvements in the State University Retirement System. We will work in support of those recommendations, but it may be a long time before these recommendations are adopted by the General Assembly.

Provost Urice

Excused absence.

Vice President Taylor

I am pleased to report that we closed on the Bond issue at 3:00 p.m. today. That will allow us to go forward on the Campus Enhancement Program.. We were fortunate because interest rates have continued to moderate over the last several weeks. We have issued 20 year Bonds at the average rate of about 5.56%. It enabled us to shorten the time frame from 25 years. We are very pleased that our timing worked out very well.

Vice President Gurowitz

I wish everyone a pleasant Thanksgiving.

Committee Reports:

Academic Affairs: Senator Borg, Chairperson said the committee has one action item and one information item on the agenda this evening. In conjunction with Budget Committee, Academic Affairs is currently discussing three other programmatic items, which should come before the Senate in the next several sessions. They are involved with the process of General Education Program as it is presented in January.

Administrative Affairs: Senator White, Chairperson said the committee will not meet on Wednesday, Dec. 4.

Budget: Senator Jones, Chairperson, said the Budget Committee passed around 2 sheets tonight:

- questions that the Budget Committee submitted to Dr. Herschberger about the proposed to the Actuarial Science Sequence.
- questions that we sent to Dr. Graybill in terms of the Minor in Peace and Conflict Resolution Studies asking for information and receiving feedback from Dr. Paul Schollaert, Dean of College of Arts and Sciences. We discussed this budget and found this budget is appropriate. We unanimously support the budget for this proposal.

At the next meeting we will start discussing three curriculum proposals and get information for the budget proposals and have recommendations at the January meeting.

Faculty Affairs: Senator Weber, Chairperson, said they received a memo from Paul Walker, Chair of the URC, an External Committee of Faculty Affairs Committee. It said they will send a memo to Chairs and Deans indicating that the current ASPT document would continue to be in effect at this time.

We received a change in Board of Regency Governance Document locus of tenure from President Strand. We are beginning to discuss this and will continue discussion at the next meeting.

President Strand commented on the Board of Regency Document by saying that policy pertaining to locus of tenure requires joint approval from both the sending department and the receiving department if an individual is going to change their locus of tenure. This process has been utilized, in a few instances, over the last 10-15 years. In the environment where we find ourselves, there may be instances where programmatically there will be changes with respect to the departments and their status, or programs within departments, that may create a situation where a faculty member is associated with an academic unit which will be discontinued. Right now, that faculty member is not in a position to be relocated without the concurrence of the receiving department. The recommendation speaks to the need to examine the policy and to explore other options by which faculty members may become associated with a different department.

Faculty Affairs will meet again, December 4, at 4:15 p.m.

Rules: Senator Nelsen, Chairperson, said they met this evening at 6:00 p.m. and discussed an item on the current agenda. The next meeting will be December 4, at 6:00 p.m. They hope to have Dr. Kern present to discuss the status of the review of the Board of Regency Policy and the University's policies.

They have also sent a letter to Trustee Froelich asking her to attend their meeting either in

December or January to discuss the progress being made in the review of the policies.

We have the material regarding two committees that report to the Student Affairs through Academic Affairs and have forwarded a memo from President Strand to the Faculty Affairs Committee. We will meet with Faculty Affairs at some point to find which committees that report to them are being removed from the reporting structure of the Senate.

Student Affairs: Senator Brooks had no report and said no meeting is scheduled for December.

Action Items:

XXVIII-50

1. Motion to elect Jeff Woods to the Athletic Council by Nelsen (seconded by Weber.) The motion carried unanimously on a voice vote with one abstention.
2. Election of members to Search Committee for Vice President and Dean of Student Affairs. Nominees are:
 - Dr. Ken Williamson (IT)
 - Dr. Khalid Razaki (ACC)
 - Dr. Sharad Chitgopekar (MQM)
 - Dr. Lemuel Watson (EAF)
 - Dr. Sarah Gentry (MUS)
 - Dr. Keith Knoblock (ART)

Voting was by signed ballot, Dr. Khalid Razaki and Dr. Sarah J. Gentry elected as the 2 faculty for the Search Committee.

3. Election to Standing University Committees known as the University Awards Committee which is responsible for a joint Civil Service Administrative Professional Award known as a Team Excellence Award. Want two faculty from different colleges to serve on the committee. Nominees are:
 - David Wallace, (ACS)
 - Nweze Nnawke, (FACS))
 - Ann Beck, (PAS)
 - Alke Segabeck, (FOR)

Voting was by signed ballot to elect two faculty to the University Awards Committee and have two runner-ups for 2 years.

Elected from CAST are Dr. David Wallace (runner-up, Dr. Nweze Nnawke.) Elected from Arts & Sciences, Dr. Ann Beck (runner-up, Dr. Elke Segabeck.)

4. Election of 2 students to Search Committee for Dean of CAST. Nominees from SGA:
 - Alli Chapman
 - Katie Conneen

Dan Horbeck
Leslie Fredricks

Voting by signed ballot to elect two students to the Dean Search for CAST Committee.

Dan Horbeck and Leslie Fredricks were elected.

5. Actuarial Science Degree Proposal presented by Academic Affairs and Budget Committees.

XXVIII-51

Motion by Senator Borg (seconded by Jones) that this proposal be approved for a Sequence in Actuarial Science within the Bachelor of Science Degree in Mathematics. The motion carried unanimously on a voice vote with no abstentions.

There were no questions for Dr. Orlyn Edge and Chair of Math, Lotus Herschberger.

6. Revised procedures for setting the Academic Calendar. Senator White described changes in procedure. He presented guest speaker, Dr. Diana McCauley of the Provost's office. Two proposed motions:
- **(motion #1.) specify a place to put the guidelines.** Need to approve, so that it is clear what majority is needed to pass the two new guidelines.
 - **(motion #2) has a number of substantial provisions from information item at former Senate meeting:**
 - a) #3 - substituted the position to Alan Dillingham's position, **the Associate Vice President for Instruction.**
 - b) vagueness of the language in the first document which had to do with the word **consensus**, substituted a majority vote to the Administrative Affairs Committee.
 - c) originally called for 45 day review period, reduced to **30 days** for review and comment.
 - d) in number 4 & 5, we have added a third meeting. Everybody will be invited to this additional meeting.
 - e) the calendar will be approved by a majority vote of the Administrative Affairs Committee.
 - f) #7 was added

Our intent with these major revisions was to emphasize:

1. Our determination that the calendar is best handled off the Senate floor.
2. To ensure the process remains open and fair.

XXVIII-52

Motion by Senator White (second by Walters) to move that the Calendar Guidelines document be placed in the appropriate section of the "Policies and Procedures Manual." Motion passed unanimously with 38 yes, 1 no, and no abstentions.

Senator Corl asked when draft of calendar would be available. *Reply* -The Academic Calendar for FY97/98 has already been approved.

XXVIII-53

Motion by Senator White (seconded by Reeder) Calendar Guidelines document will consist of the following 9 items:

1. The Provost's staff should prepare in a timely manner a draft Academic Calendar based on the best available information.
2. This draft should be presented to and discussed with the Administrative Affairs Committee during a regularly scheduled meeting.
3. When the Administrative Affairs Committee and the Assistant Vice President for Instruction have approved a draft calendar by a majority vote of the Administrative Committee, the Administrative Affairs Committee should circulate the proposed calendar to the members of the Academic Senate, college councils, and other interested governance parties. Simultaneously, the Provost should circulate the proposed calendar to the College Deans and other members of the Provost's advisory Council, Academic Chairpersons, Student Government Association, Civil Service Council, Administrative Professional Council, and all members of the President's staff. There should be no less than 30 days for review and comment.
4. Following the review period, the Administrative Affairs Committee and Provost's Staff should meet again-after having invited all interested governance parties and all parties who have responded to the proposed calendar-to further discuss calendar development.
5. Provost's staff and Administrative Affairs will meet for a third time, if necessary, within 45 days of the original dissemination of the proposed calendar. The calendar will be approved by a majority vote of the members of the Administrative Affairs Committee.
6. The Administrative Affairs Committee should include the recommended calendar as a report to the Academic Senate. This matter is not subject to a vote; it is a committee report, not an action agenda item.
7. At the discretion of the Provost, the calendar will be sent to the full Senate for full consideration and approval.
8. The recommended calendar is then forwarded by the Provost to the President; a copy of the transmittal memorandum and supporting materials should be sent to the Chairperson of the Academic Senate.
9. The President makes known his/her approval of a calendar.

White and Reeder agreed to inclusion of the words "after consulting", and to using "will circulate" rather than "should circulate" in section 3.

XXVIII-54

Amendment 1 motion by Senator Saulter (seconded by Razaki) to change item 5 to read: "Provost's staff and Administrative Affairs will meet for a third time, if necessary, within 45 days of the original dissemination of the proposed calendar. The calendar will be approved by a 2/3 majority vote of the members of the Administrative Affairs Committee. Turned down by roll call vote, 17 yes, 17 no, 5 abstentions. Motion fails.

XXVIII-55

Move previous question. Motion by Saulter (seconded by Corl.) Passed, all yes, no abstentions.

XXVIII-56

Amendment 2 motion by Weber (seconded by Nelsen) to amend clause 7 to read, , "The calendar will be sent to the full Senate for full consideration and approval." The motion

failed by roll call vote at 26 no, 9 yes, 3 abstentions.

XXVIII-57

Amendment 3 motion by Senator Newgren (seconded by Layman) to delete item 7. Not passed, 5 yes, 34 no, 1 abstention.

XXVIII-58

Move previous question motion by Senator Razaki (seconded by Weber) Passed all yes, no abstentions.

XXVIII-58

Motion by Senator Razaki (seconded by Weber) moving to vote on the original motion. Passed unanimously on a voice vote with no abstentions.

A friendly amendment (Blum, agreed to by White & Reeder) changed wording to item 3: "When the Administrative Affairs Committee **after consulting** the Associate Vice President for Instruction, have approved a draft calendar by a majority vote of the Administrative Affairs Committee, the Administrative Affairs Committee **will** circulate the proposed calendar to the members of the Academic Senate, college councils, and other interested governance parties. Simultaneously, the Provost **will** circulate the proposed calendar to the College Deans and other members of the Provost's Advisory Council, Academic Chairpersons, Student Government Association, Civil Service Council, Administrative Professional Council, and all members of the President's staff. There should be no less than 30 days for review and comment.

Motion XXVIII-53 as originally proposed, passed on a roll call vote with 21 yes, 15 no, 1 abstention.

Information Items:

1. *Minor in Peace and Conflict Resolution Studies.* Senator Jones said this is a proposal that is asking for no new funds. It is essentially being done by people. It is a normalization, so that they can have this minor on a transcript. There are no new academic positions, administrator positions, library resource required. The Budget Committee recommended unanimously approval for their budget, as appropriate.

Senator Borg has two guests who have been involved in developing the program:

Joe Graybill, HIS

Deborah Gentry, Family & Consumer Science

Senator Brooks, relating to the courses listed. No course is provided for United Nations. *Reply* -when the proposal came before the College of Curriculum Committee, had many courses listed that fit into the program. The number had to be paced. Decisions were made on academic grounds.

2. *Modification to the reporting lines for External Committees.* Senator Nelsen distributed several pages as a source for the Blue Book for the Senate. The blue pages are a supplement to the By-laws of the Senate, and the white page is the actual By-laws of the Academic Senate of Illinois State University. Rules Committee received a

memo from President Strand requesting that certain committees be considered for removal from the reporting lines of the Academic Senate in order to facilitate their processes and remove them from some of the regulations regarding Open Meetings. Rules Committee decided to put out to the appropriate committees. Student Affairs came back with a recommendation that SCERB and The Reinstatement Committee be removed from the reporting line to the Senate. It requires :

- 1) For SCERB - in Blue Book statements, removing the statement on their reporting line.
- 2) For The Reinstatement Committee - the final reporting statement that they report to the Academic Senate.

This is an effort to protect those two committees and their activities from undue pressure.

We will bring this forward as an action item at the next meeting.

Chairmen Cook stated that the University Legal Counsel informed her that even the matters of personnel and student records, which can be discussed in closed session when they deal with a single individual, cannot lead to any vote or any formal recommendation. *Action* must be taken in a **public meeting**. *Discussion* can be in a **closed session**.

Senator Brooks said the Student Affairs Committee, when recommended removing these two committees from the reporting lines, suggested it be done temporarily, pending the outcome of the appeal. Why is that not part of the proposal? *Reply* - Nelsen said a temporary removal will require a removal and a reinstatement with a motion to reinstate or implement later. There is no accommodation for a temporary suspension.

Senator Jagodzinski asked if the committee considered what affect this will have on the Senate. *Reply* - Nelsen stated that Rules considered 2 factors:

- a) the procedure it goes through.
- b) no action available to us as a result of the reporting procedure.

The difference is literally giving up the right to an action item and the right to receiving a report.

Senator White asked what the Senate would be voting on. *Reply* - Nelsen said the basic motion at the next meeting is to remove the statements indicated on the two blue sheets and remove the two committee names that are indicated on the sheet from the By-laws.

Senator White asked if the Rules Committee considered removing other committees. *Reply* - Nelsen said the President's recommendations were forwarded to the Internal Committees to which they report. The choices can go either way. Student Affairs chose not to bring forward the Athletic Council

Rules plans to bring this forward as an action item at the next meeting with a correction letter in the packet.

Communications:

None

Adjournment:

XXVIII-61

Motion to adjourn at 9:17 p.m. by Senator Saulter (seconded by Blum). The motion carried unanimously on a voice vote with no abstentions.

November 20, 1996

Date: 11/20/96	Vol XXVIII	No. 7							
Name	Attendance	Motion	Motion	Vote	Vote	Vote	Vote	Vote	Motion
		#49	#50	Search #1	Search #2	Award	CAST #1	CAST #2	#51
Amstadt		all yes	all yes	R, Wa	Wa	N, B	Co, H	Co	all yes
Blum		no abstain		G	G	abstain	abstain	abstain	no abstain
Borg				R, G	G	N, B	Co, H	Co	
Brand	excused								
Brooks				R, Wa	Wa	W, B	H, F	Co	
Cook				R, G	G	W, B	Ch, H	Co	
Corl			abstain	Wa, G	G	abstain	abstain	abstain	
Deutsch				R, G		abstain	abstain	abstain	
Diggs				Wa, G	Wa	abstain	H, F	F	
Fisher								abstain	
Garner				Wa, G	G	W, B	Ch, H	F	
Gilbert	left 8:15 pm			C, G	G	N, S	Ch, H		
Gurowitz									
Jagodzinski				Wa, G	G	W, B	Co, F	F	
Jannazzo				Wi, K	G	W, B	Co, H	Co	
Jones				Wi, K	Wa	W, B	Co, F	F	
Koehl	left 9:00 pm			R, Wa	Wa	W, B	Ch, H	F	
Kurtz				R, G	G	N, S	Ch, Co	F	
Layman				R, K	G	W, S	Co, F	F	
Lockwood				C, Wa	G	W, B	Ch, H	Co	
MacDonald				Wi, R	Wa	W, S	Co, F	Co	
Malinsky									
McCaw	excused								
Mullen	excused								
Nelsen				Wi	Wa	W, B	Ch, H	F	
Neuleib				R, G	G	N, B	Ch, Co	Co	
Newgren				R, C	G	W, B	H, F	F	
Pereira				R, Wa	Wa		Ch, Co	Co	
Razaki				R, G	G	N, S	abstain	F	
Reeder				R, G	G	N	Ch, H		
Robertson				R, G	G	W, B	Co, H	F	
Ruyle				R, G	G	W, B	Ch, H	F	
Saulter				Wi, Wa	Wa	N, B	Ch, H	Co	
Schmaltz	excused								
Sterling	left 8:55 pm			R, G	G	N, B	Ch, H		
Strand, D									
Strand, K	excused								
Taylor									
Thomas				R, C	G	W, S	Co, H	Co	
Thompson				R, Wa	Wa	W, B			
Tipnis	left 8:12 pm								
Urice	excused								
Vargas				R, C	Wa	W, S	Ch, H	F	
Varner				R, G	G	W, S	abstain	abstain	
Venditti	excused								
Walters				R	Wa		abstain	abstain	
Weber				R, C	G	W, B	abstain	abstain	
White					G	N, S	Ch, H	Co	

Motion	Motion	Motion	Motion	Motion	Motion	Motion	Motion	Y	N	Abstain
#52	#53	#54	#55	#56	#57	#58	#59			
38 yes	no	yes	no	no	no	all yes	all yes			
1 no	yes		yes	no	no	no abstain	no abstain			
	yes	no	no	no	no					
	no	yes	yes	yes	no					
	yes	yes	abstain	no	no					
	no	no	yes	yes	no					
	yes	no	no	no	no					
	no	yes	yes	yes	no					
	yes	no	no	no	no					
	yes	no	no	no	no					
		abstain								
	yes	abstain	no	no	no					
	yes	no	no	no	yes					
	no	yes	no	no	no					
	yes	no	no	no	no					
	yes	yes	no	no	yes					
	yes	no	no	no	no					
	yes	no	no	no	yes					
	yes	yes	yes	yes	no					
	yes	no	no	no	no					
no	no	yes	no	no	no					
	yes	yes	no	no	no					
	no	yes	no	yes	no					
	no	yes	no	no	no					
	no	yes	abstain	no	yes					
	yes	no	no	no	no					
	no	yes	no	no	no					
	no	yes	yes	no	no					
	no	yes	yes	no	no					
		yes	no		no					
	abstain	abstain	abstain	abstain	abstain					
	yes	abstain	no	no	no					
	no	yes	yes	no	no					
	yes	no	no	no	no					
	yes	yes	no	no	no					
	no	yes	no	yes	yes					
	yes	no	no	no	no					
	no	yes	yes	no	no					
	yes	no	no	no	no					